Unit

Rank First Last

Event

DD Month YYYY

Mishap Overview

Who	Last, First MI. / Rank / Age/ MOS-xxxx Description Section, Company, Bn, MCB Quantico Status at the time of incident – on-duty/liberty/leave/PTAD
What	Brief description of incident
When	Day, DD Month Year, time
Where	Address

Profile of SNM

Personal Background Information

MARITAL STATUS	Divorced/Married/Single
SNM RESIDENCE	Off /On base:Address
DEPENDENTS	Name/Relationship/ DOB: DD Month Year
LOCATION OF DEPENDENT	Address
RELIGION	Denomination
DRUGS OR ALCOHOL	Drugs—yes/no; Alcohol—yes/no; Prescription—yes/no
BAC LEVEL	N/A
PERSONAL ISSUES	examples – stress/anxiety/foreclosure on house/seperated from family/loss of family member/financial strain/medical condition

Profile of SNM

Military Background Information

DATE ENTERED USMC	DD MMM YYYY	
DATE OF RANK	DD MMM YYYY	
DATE JOINED UNIT	DD MMM YYYY	
OIC	Rank First Last	
SNCOIC	Rank First Last	
DUTY STATUS	Liberty/On-duty/leave	
DUTIES	Billet Title/description	
WORK SCHEDULE	M-F 0730-1630/Varied	
ENLISTMENT WAIVERS	None	
NJP/COURT MARTIAL HISTORY	None	
PREVIOUS DUTY STATIONS	Location 1	MMM YY – MMM YY
	Location 2	MMM YY – MMM YY
	Location 3	MMM YY – Present
DEPLOYMENTS	Description and MMM YY	

Summary of Events

- Bulleted summary of events leading up to the significant event causing the Force Preservation Board (FPB).
- Start a minimum of one week before the event.
- If the Marine has a history go back as far as needed to build the full picture of what brought the Marine to the point of an FPB.
- Describe current event(s) that prompted FPB.

Family and Behavioral Health Issues

Family

- List dependants and how they are involved
- Who is taking care of them
- Where are they living

Behavioral Health

- List the steps taken by Behavioral Health or other medical professionals to help SNM.
- Is SNM currently being seen? How often? By whom (psychologist, psychiatrist, therapist, social worker)?
- Prescriptions (names, doses, and frequency of use)
- Has Marine been hospitalized for any conditions?
- What has the Marine been diagnosed with? PTSD/TBI/Bi-Polar/Personality Disorder/anxiety/stress/depression/insomnia?

Comments/ Actions Taken

Comments

- Any other significant topic not covered in previous slides

Actions Taken

- What has the command done to this point to mitigate any possible threats to the Marine, his or her family, other Marines, or civilians?
- Has any paperwork been filed with higher? PCR, SIR, WESS report?
- Has the Marine been sent to counseling or for an evaluation? Family Advocacy, CSACC, Behavioral Health, financial management, Family Readiness?

Force Preservation Board and Way Ahead

- FPB participants (Rank, Name, Org/Title, Phone).
- Results & recommendations from the FPB members to the Command.
- When will the FPB meet again?